

**VETERINARY EXAMINING BOARD
MINUTES
JUNE 23, 2004**

- PRESENT:** Sarah Kamke (via telephone), JoAnn Kleman, CVT; Larry Mahr, DVM, Marthina Greer, DVM; Theresa Waage, and Robert Spencer, DVM
- EXCUSED:** James Johnson DVM and Donald Peterson, DVM
- STAFF PRESENT:** Tom Ryan, Bureau Director; Steve Gloe, Legal Counsel; Pat Schenck, Program Assistant; and DOE Staff
- GUESTS:** Teri Raffel, CVT, WVTA, Yvonne Bellay, DVM, DATCP, Leslie Grendahl, WVMA, and Rachel Rothschild, UW Madison, School of Veterinary Medicine

CALL TO ORDER

Sarah Kamke called the meeting to order at 11:30 a.m. A quorum of six members was present.

AGENDA

Additions and Amendments to Agenda:

- Add Summary Suspension 04 VET 10 – Jeffrey O. Hunt DVM
- Move IT presentation and efficiencies and effectiveness presentation after approval of minutes.
- Add Stipulation in the mater concerning Eric Martin Stephenson, DVM under Item D and Item H.

MOTION: JoAnn Kleman moved, seconded by Larry Mahr, to approve the agenda as amended. Motion carried unanimously.

ELECTION OF OFFICERS

MOTION: Robert Spencer moved, seconded by JoAnn Kleman, to nominate Larry Mahr, DVM as Chair. Motion carried unanimously

MOTION: Robert Spencer moved, seconded by Sarah Kamke to nominate James Johnson, DVM as Vice Chair. Motion carried unanimously

MOTION: Larry Mahr moved, seconded by Marthina Greer, to nominate JoAnn Kleman as Secretary. Motion carried unanimously

APPOINT BOARD'S REPRESENTATIVES FOR SCREENING PANEL BY BOARD CHAIR

MOTION: JoAnn Kleman moved, seconded by Marthina Greer, to nominate Robert Spencer, DVM, Larry Mahr, JoAnn Kleman and Theresa Waage to represent the Board on the screening panel. Motion carried unanimously.

APPROVAL OF MINUTES – MARCH 24, 2004 AND APRIL 28, 2004

Amendment to Minutes of March 24, 2004

- Page 8-CE Committee, met in the morning. WVMA, change initials. WVTa add in as WVTa provided for technicians.
- Page 5-change Mr. Spencer to Dr. Spencer.
- Page 17-Motion: Correct spelling on Kamke.

MOTION: JoAnn Kleman moved, seconded by Theresa Waage, to approve the minutes of March 24, 2004 and April 28, 2004 as amended. Motion carried unanimously.

INTRODUCTION OF NEW BOARD MEMBERS

Mr. Ryan introduced himself and welcomed two new Board members, Marthina Greer DVM, and Theresa Waage, public member, to the Board. Introductions were made around the table with each Board member reporting on their background and interest in serving as a member on the Board.

ADMINISTRATIVE REPORT TOM RYAN, BUREAU DIRECTOR

Review of Board Member Roster

The Board members provided updated addresses and phone numbers.

Summary Reports on Pending Court Cases, Disciplinary Cases Administrative Rules and Legislation

Noted.

DRL Efficiency and Effectiveness Initiatives – Power Point Presentation -Kimberly Nania, Bureau Director of Health Services Professions and Deputy Secretary Sandra Rowe

Kimberly Nania, Bureau Director of Health Services Professions, gave a presentation on efficiency and effectiveness initiatives within the Division of Board Services. Ms. Nania reported on the purpose, challenges with limited staff, new rule making steps, coordination

of Board meetings, action steps, shifting the Bureau Directors responsibilities to analysis, research, evaluation and outreach education.

Deputy Secretary Sandra Rowe reported on the efficiency and effectiveness initiatives within the Division of Enforcement in areas of complaint intake challenges, screening complaints, monitoring, recommendations for improvements, and answered questions from the Board regarding Division of Enforcement issues.

Mr. Ryan stated that he will keep the Board apprised of changes as they occur within the Department.

Drl Website Improvements [Http://Drl.Wi.Gov](http://Drl.Wi.Gov). Power Point Presentation – Diane Miller

Diane Miller, IT Director, gave a presentation on the Department's new website and answered questions from the Board members.

BOARD REVIEW OF CE RULE DRAFT

Tom Ryan summarized the Committee's revisions of the draft of the CE rules.

The Board discussed the draft of proposed rules changes from the Committee relating to continuing education requirements for veterinarians and veterinary technicians.

JoAnn Kleman will work with Ruby Jefferson-Moore on redrafting the rules with the changes recommended by the Committee. The Board will review the CE rule draft at their next scheduled meeting.

The Board discussed at length the process of notifying licensees of the continuing education requirement prior to December 31, 2005 in order to allow credential holders enough time to fulfill the continuing education requirement prior to renewing their credential.

Robert Spencer, DVM will be the Board's contact person to work with the Bureau Director.

MOTION: Sarah Kamke moved, seconded by Theresa Waage, to nominate JoAnn Kleman to work with Ruby Jefferson-Moore on redrafting the rules with the changes recommended by the Committee. Motion carried unanimously.

MOTION: JoAnn Kleman moved, seconded by Theresa Waage, to appoint Robert Spencer, DVM as the Board liaison to work with the Bureau Director on a mailing process to notify credential holders of the continuing education requirement. Motion carried unanimously.

**PRESENTATION OF PROPOSED STIPULATION IN THE MATTER
CONCERNING ERIC MARTIN STEPHENSON, DVM, BY ATTORNEY PAMELA
STACH – CASE ADVISOR - DR. JOHNSON**

DOE Attorney Pamela Stach presented the proposed stipulation in the matter concerning Eric Martin Stephenson, DVM. This matter will be deliberated on in closed session.

**PRESENTATION OF PROPOSED STIPULATION, FINAL DECISION AND
ORDER IN THE MATTER CONCERNING KENNETH J. MARTINSEK, DVM, BY
ATTORNEY PAMELA STACH – CASE ADVISOR - DR. JOHNSON**

DOE Attorney Pamela Stach presented the proposed stipulation in the matter concerning Kenneth J. Martinsek, DVM. This matter will be deliberated on in closed session

**APPROVAL OF FACULTY LICENSE APPLICATIONS – DISCUSSION AND NEW
PROCEDURE**

Rachel Rothschild, representing the UW School of Veterinary Medicine, appeared before the Board regarding the approval of faculty license applications. Ms. Rothschild discussed the variations of requirements for faculty licensure and stated that the licensure process as it stands has served everyone well. Ms. Rothschild requested that the Board focus on the diploma and curriculum vitae to approve faculty licenses from non-AVMA approved schools and suggested that the curriculum vitae will indicate if the person has the equivalency needed for a faculty license.

Ms. Rothschild distributed proposed changes to existing procedures for approval of veterinary educational programs that have not been approved or accredited by the AVMA for the Board's review and approval. The School of Veterinary Medicine will request that the Board review the credentials of applicants on a case by case basis prior to the School offering a faculty position to the applicant. An offer of a faculty position will be contingent upon the applicant receiving a faculty license.

The Board designated Jim Johnson as the primary Board member and Marthina Greer as the secondary Board member to review the credentials of applicants for a faculty license, and to allow them to confer with a large animal and small animal veterinarian.

MOTION: JoAnn Kleman moved, seconded by Theresa Waage, to adopt the following procedures for review of faculty license applications.

- 1) Upon identifying a potential candidate for a faculty license, the school will forward a CV and copy of the candidate's veterinary medical diploma to the Board office.
- 2) When received in the Board office, DRL staff will forward these items to one of the two Board members designated by the Board to decide whether the faculty candidate has substantially

equivalent qualifications to having graduated from an approved veterinary college. The staff will make an effort to forward the information to the Board member for review within two days after receipt of the materials.

- 3) If the designated Board member approves equivalency, the credentialing staff will convey the Board member's decision to the designated contact at the University of Wisconsin School of Veterinary Medicine at the earliest possible time.
- 4) If the designated Board member does not approve equivalency, the credentialing staff will convey that information to the designated contact at the UW School of Veterinary Medicine at the earliest possible time, and also forward the materials to the Bureau Director for inclusion in the next Board agenda packet. The Board will review the information and make a final decision only in those cases where the designated Board member does not approve equivalency.
- 5) A determination made relating to the substantial equivalency of the candidate's qualifications will be made on a case-by-case basis and will be valid only for the candidate under consideration.
- 6) A record of the designated Board member's decision on equivalency, of the full Board's decision if obtained, shall be maintained in the credentialing office for use when the faculty candidate becomes an applicant.

Motion carried unanimously.

**2004 AAVSB ANNUAL MEETING - KANSAS CITY, MO.
SEPTEMBER 17-19, 2004**

MOTION: Sarah Kamke moved, seconded by Robert Spencer, to designate JoAnn Kleman to attend the 2004 AAVSB annual meeting in Kansas City, MO on September 17-19, 2004 as a representative of the Board. Alternate Theresa Waage. Motion carried unanimously.

INFORMATIONAL ITEMS

Noted.

APPLICATION ISSUES

None.

EXAMINATION ISSUES

None.

CLOSED SESSION

MOTION: Sarah Kamke moved, seconded by JoAnn Kleman, to convene to Closed Session to deliberate on cases following hearings (Wis. Stat. § 19.85(1)(a)); consider closing disciplinary investigation with administrative warning (Wis. Stat. § 19.85 (1) (b), and Wis. Stat. § 440.205); consider individual histories or disciplinary data (Wis. Stat. § 19.85 (1) (f)); and to confer with legal counsel (Wis. Stat. § 19.85 (1) (g)). Motion carried by a roll call vote: Marthina Greer-yes; Sarah Kamke-yes; JoAnn Kleman- yes; Larry Mahr-yes; Robert R. Spencer-yes; and Theresa Waage-yes.

Open Session adjourned at 3:00 p.m.

RECONVENE INTO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

MOTION: Robert Spencer moved, seconded by Sarah Kamke, to reconvene into open session at 3:40 pm. Motion carried unanimously.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

SUMMARY SUSPENSION JEFREY O. HUNT DVM 04 VET 10

No action taken at this time.

STIPULATIONS

KENNETH J. MARTINSEK, DVM

MOTION: Sarah Kamke moved, seconded by Robert Spencer, to adopt the Findings of Fact, Conclusions of Law, Order, and Stipulation in the matter concerning Kenneth J. Martinsek, DVM, contingent that the provider be approved. The respondent is directed to work with the Department monitor to decide which courses qualify for each of the courses requested by #2 of the order, and requires a summary be written by the respondent for each course unit taken. Motion carried unanimously.

ERIC MARTIN STEPHENSON DVM

MOTION: JoAnn Kleman moved, seconded by Robert Spencer, to adopt the Findings of Fact, Conclusions of Law, Order, and Stipulation in the matter concerning Eric Martin Stephenson, DVM. Motion carried unanimously.

**APPLICATION REVIEW
SHAWN J. USHER – JANESVILLE WI**

MOTION: Sarah Kamke moved, seconded by Theresa Waage, to grant a veterinary technician certificate to Shawn J. Usher. Motion carried unanimously.

CASE CLOSING

01 VET 023

MOTION: JoAnn Kleman moved, seconded by Robert Spencer, to close case 01 VET 023 for compliance gained (PD). Motion carried unanimously.

01 VET 062

MOTION: JoAnn Kleman moved, seconded by Robert Spencer, to close case 01 VET 062 for compliance gained (PD). Motion carried unanimously.

02 VET 049

MOTION: JoAnn Kleman moved, seconded by Theresa Waage, to close case 02 VET 049 for no violation NV. Motion carried unanimously.

CONSULTING WITH LEGAL COUNSEL

None.

ADJOURNMENT

MOTION: JoAnn Kleman moved, seconded by Robert Spencer, to adjourn the meeting at 3:45 p.m. Motion carried unanimously.

Next Meeting on September 29, 2004